

**Public Safety Citizens Advisory Committee  
23 April 2008**

Present: Andy Kelemen, Gayle Fisher-Stewart, Buddy Daniels, Charles Thomas, Fred Schultz, Aaron Houston, and David Borden. Chief Ricucci and Jack VanWagenen represented the police department.

Absent: Mike Israel, Wolfgang Mergner, Enoch Bevel

**Review of March Minutes**

There are a couple of things that Capt. Coursey indicated that the police would be doing at the Safe Kids fair on April 26, 2008. The police department will have a table (with two other departments) and they will also assist with the bicycle rodeo.

Chuck indicated that the sentence that states that all crime data are available to the public should be corrected to "all UCR crime data submitted by Takoma Park are available to the public." The chief indicated that are UCR data are on the city web-site. Clearance data are not submitted to the UCR. Chuck showed the chief a page from the internet indicating what is submitted to the UCR. He also indicated that he had not seen Takoma Park data on the UCR website. The chief indicated that the information Chuck has is "how to clear offenses." The chief reiterated that the department submits what is required.

*Motion made to accept the minutes, properly seconded; so ordered.*

**Short Reports**

**Emergency Preparedness:** Andy indicated that the only thing he has is that he went to the meeting of the Emergency Preparedness Committee as the PSCAC representative. The committee presented its report to the council this past Monday and the chief indicated that it was well received. Andy stated that his has to pass a couple of on-line courses.

Andy also stated that there is something going on that was initiated by the county health human resources department and they are doing something that we suggested when we were still doing the emergency preparedness. They are testing of going out and inventorying a small section of the community to determine resources and problems should there be an emergency, e .g. who might need assistance, oxygen, etc. They want to establish a phone tree and inventory useful resources of people, such as nurses, doctors, construction

engineer, etc. They also want to see if people have put together their personal resources. Takoma Park was picked for “down county” - one is Penn and the other is an apartment building. It will be tested in those two places. To see what the real first responders have available.

It's really aimed at medical emergencies, however, not with the things we most likely will see, e.g. ice storms, electrical problems, etc.

Door Hangers: Church reported that the chief approved the language and it has been taken to Barbara and she approved the funding of it and the first 500 will arrive by overnight mail on Friday. The chief suggested that a joint press release be put out so that the community will know that it is legitimate. Buddy will assist in distributing them. Chuck will handle the bulk of the first stage. The next 500 will be here next week. Buddy indicated that when delivering, must keep track of where they have been “hung.” The chief and Chuck will get together on the language of the press release.

The Chief: There is an updated list of Safety Contacts. Kathy has the list and there is a method of maintaining contact with them. He asked if the PSCAC was interested in updating the manual and Buddy will work on that. Gayle will see if she has the information on her computer.

Jack VanWagenen: The TPPD Accreditation manager will present information on the accreditation process in light of the miscommunication about the status of the TPPD's accreditation. He comes from a police family. He had a 25 year career in the FBI. Tour of duty with the US Congress. His background provides credibility when he speaks of accreditation.

Accreditation is a recognition of professional excellence, and the operable word is “recognition.” There is an international credentialing authority – CALEA. It came into being in 1979 and issued its first accreditation in 1984.

CALEA developed and maintained a body of standards – 459 standards in the current edition. The standards and process tells us what we should be doing; we must have a written policy directive saying that we should do it and then provide representative samples that they are doing what CALEA says should be done. Up to the 5<sup>th</sup> edition of standards which is quite different from the 4<sup>th</sup> edition.

We neither lost accreditation, nor was it taken away. It was conferred on March 25, 2006 and it is for a 3 year period. Entitled to keep it until 2009. Voluntarily withdrew from the process for good reasons: they fell almost 2 years behind in

the paper exercise of collecting the documents and building the files of documented proof of what had been done. When talking about the recognition of excellence, TPPD did not lose the excellence, rather gave up the recognition by CALEA. 18,000 police agencies in the US. There are about 1,000 agencies that are accredited (including Canada and Barbados, etc). The US probably has 750 accredited agencies; of the total only 2% of the agencies in the US are accredited and are maintaining it.

There are many fine police agencies that are not accredited; it is a voluntary process that requires time, resources, and it is expensive. To draw a conclusion that an agency that voluntarily withdraws is an underachieving department is incorrect.

He came on board July 22, 2007. At a training session he learned that there was a report that was overdue and that he needed to ensure that the TPPD was paid up on its assessment to CALEA. The report was submitted in August. He conferred with the accreditation manager with Rockville PD who spent a day with him. He came on August 29, 2007, and pointed out that there was a “crosswalk” between the 4<sup>th</sup> and 5<sup>th</sup> editions, however, they would be responsible for both sets of standards in this three year period. He also went to a regional meeting and the cross walk had to be in effect by October 1, 2007. Everything done from October 25, 2005, the on sight assessment until October 1, 2007, they would have to show documentation and proofs of compliance with the 4<sup>th</sup> edition and then shift gears for the 5<sup>th</sup> edition.

There are currently 459 standards, 220 unchanged from 4<sup>th</sup>, 44 new in the 5<sup>th</sup> edition. 23 standards were deleted; 16 4<sup>th</sup> edition noted as deleted, but really carried over as bullet items in the 5<sup>th</sup> edition. If non-bulleted standard – will do a certain thing; if bulleted, will have a directive that says a, b, c..... Each has to be dealt with as an individual standards. 71 standards carried over with major changes, and 74 with minor changes. He also had a learning curve; it took 2-3 months to come up to speed and the chief asked for an assessment with a timeline of what would have to be done in 2008. An annual report would be required in March 2008 and have them come in October 2008 for the “mock” by CALEA. Given all the fact that the 4<sup>th</sup> edition files were practically empty – would have to construct files for 4<sup>th</sup> and 5<sup>th</sup> edition. He believed they were not going to be able to do it. Did not want to call in CALEA for on-sight assessment and fail. Withdraw from the process and immediately submittd re-entry which meant that they did not have to meet the 4<sup>th</sup> edition standards. The clock is re-started from the date of readmission and they have to deal only with the 5<sup>th</sup> edition standards. He felt that they really could make up a year if they worked hard. Withdrew

effective April 1, 2008 and will be approved for re-entry in a week or two. Will be able to have the file constructed and policies written, revised in 2008 and the bulk of 2009 will be able to gather proofs and by December 2009, be ready for the visit. If things had been correct, re-accreditation would have been March 2008, now it will be March 2009.

The chief indicated that this is the first time the TPPD has had a full-time manager. A fulltime person is needed. Our chiefs have been committed, but had not had a full-time manager. The last accreditation was done by Cindy and Bannerman. Things were pointed out at that time – evidence room – also stated that the officers don't know much about the process. He has an employee and they meet twice a week. They review the standards and they are signed off on. Now the entire executive staff is involved. He is building a foundation. Roll-call information will be presented. Withdrew to do it right. He wants a process in place that will transcend his administration. He has the commitment of the city manager, council and mayor so that it doesn't have to be explained again.

Chuck asked that since there are only 2% of departments that have it, he questions the advantages compared with the "costs." It costs \$6000 year (assessment). The chief stated that by having the process in place, there are standards in place that most department have. The documents are very comprehensive. All the departments in this area are accredited. He asked the same question. It puts the TPPD in a position that directives are reviewed and up to date. It's not a difficult process if you continue to keep up with it. With Jack, it will be a continuous process. It will be the whole department providing input. The last time some officers said that they did not know about CALEA when the assessors rode with them. He is concerned with putting a process in place.

Jack is on a network: there are cameras in the car; now they can get information concerning issues that pop up. Rockville has had the same manager for 12 years. Cindy couldn't get the commitment she needed. The same is for the evidence room; they now have a full-time person. The main issue in TP is crime prevention; they are up full strength right now. Putting structures in place is a priority so that these discussions will not be needed. The council knows that they have to have people. Cindy told the council that she tried to do too much with not enough people. Jack is a gem. He has someone he knew from Montgomery for the evidence department. There are people in the pipeline. The department is one over.

Chuck stated that he appreciates what the chief has done and if we look at what has happened in the banking industry is from the lack of regulation. When things go bad, then they want regulation.

The chief indicated that the entire department will be involved in the process. Chuck questioned a sampling of the 429 standards so that he has some idea of what we are talking about. Jack has been working in chapter 35 in the 5<sup>th</sup> edition (performance standards) – 9 standards that deal with performance standards. He read the standards and the requirements set by CALEA. After updating or developing the “standard,” then have to come up with the “proofs.” There were 459 transition standards. There is no documentation for the last two years. Building up that they are in compliance. There is another complicating factor that entered into it; not only did they have down time for collecting the proof, there were three main sources of policies – own general orders, city code, and/or Maryland code. There are others, e.g. state archives when applicable. During this critical time when there wasn’t anything being done, the GO (2002-2003 vintage, come 2005 – to comply for the assessors), so just the passage of time, they needed to be revised, amended and with the 44 new standards, needed new orders; the city code and the Maryland code was also revised. Article 27 doesn’t exist anymore – splintered into a lot of “articles” – 20 or 30 , that they now have to site their statutory authority. Outside forces also impacted their ability to catch up.

Chuck asked if there was anything the PSCAC needs to do. The chief indicated that there was documentation that Chief Creamer had asked and had not been given the assistance she needed.

If anyone wants to review, ask and come to the conference room.

Andy was at practically every one of the council meetings when Chief Creamer asked for money and he could name the council members who have consistently refused the money for what needed to be done. He asked that it has been mentioned that some states are beginning their own accreditation process – Kentucky and Virginia have their own.

Jack has had to opportunity to see TPD for nine months and he assures us that we have a very fine police department.

The chief said that it will be a test to see whether the budget will support staffing. They have resources they didn’t have before.

May 8<sup>th</sup> – the police budget hearing before the council. Take a look at the budget.

Fred indicated that the more information the PSCAC has, the better able we are able to answer questions and deflect mis-information. This is a role the committee can play.

Andy would like for the crime analyst to attend the next meeting. The chief stated that they are putting more information on-line for the public. He will put Compstat in place and wants to have a community Compstat. Never been done for the community. This is the perfect community.

The chief has met more groups in one year than ever.

Safe Kids Fair: Mike volunteered to spend some time at the tables; David will be there to help out whoever is there – will show up at the beginning. Aaron will be there. If bad weather, then it is inside. It's 10-3 in the back parking lot. 18-20 booths.

Trying to get information from the Humane Society about pet protection during emergencies and it has been difficult. There will be places for pets. Some people will not evacuate if pets can't accompany them.

It's important to take as much anxiety away from people who must be evacuated.

Framing the Issues—Final Draft: There was discussion about an added sentence on page 7 concerning who should conduct the evaluation. *Motion to adopt. Passed.*

Chuck indicated that he emailed Andy what he wanted in this document concerning arrest data and he motioned that the original motion be amended to include the attached information into the "Final Draft." *Motion to amend the original document. Seconded. Passed.*

Fred questioned the 3<sup>rd</sup> paragraph, there are too many categories and the statistics will become meaningless. Aaron is baffled with the discussion and Gayle indicated that his document does not fall under the purview of evaluating the police department.

*David has motioned to amend the amendment. Seconded. (Would note parenthetically, on page – available statistics). Passed.*

On page 6 under “qualitative ways” point of grammar (statements don’t help).  
On page 5 last sentence – delete “technically, there is no such thing as a Takoma Park crime rate.”

Andy will make the corrections and send it off.

Meeting is adjourned at 8:45 pm.